

Carlisle School Committee
Minutes
September 2, 2009
Carlisle School Robbins Library
7:00 PM

Present – School Committee: Chad Koski, Chair; Wendell Sykes, Vice Chair; Bill Fink, Louis Salemy.

Present – School Administration: Marie Doyle, Superintendent; Joyce Mehaffey, Principal; Patrice Hurley, Principal; Karen Slack, Director of Student Support Services; Claire Wilcox, Assistant to the Superintendent.

Chad Koski called the meeting to order at 7:04 pm.

Public Comment Period

Mr. Koski welcomed everyone to the meeting, and asked if any members of the public had comments. There were no comments.

Review of minutes

Mr. Sykes made a motion to approve the minutes of the meeting of June 3, 2009. Mr. Fink seconded the motion. All members present at that meeting voted in favor of approving the minutes.

Administrator Reports

Elementary Principal Patrice Hurley reported on the following:

- Several meetings held with staff and students to prepare for the start of school.
- New family tour.

Middle School Principal Joyce Mehaffey reported on the following:

- Opening day assemblies.

Karen Slack, Director of Student Support Services reported on the following:

Mr. Sykes asked about the status of swine flu relative to the schools. Ms. Doyle stated that she would be participating in a conference call with state officials regarding what schools should do. Linda Fantasia, town health agent, and Kathy Horan will also participate in the call.

Members'/Committee Reports

Regional School Committee. Mr. Salemy stated that he is on the high school building committee, which met 4 times during the summer. There was a regional school committee meeting last evening to discuss goals and the bleak budget outlook for fiscal 2011. There may be cuts in Chapter 70 funds for the current year, and this might be announced later in September.

Ms. Doyle expressed a concern with the timing of the high school project and Mr. Salemy stated that it would likely not be ready for funding in the near future.

School Building Committee. Mr. Fink reported that there is a signed contract with the architects and with the MSBA for the current phase of the project. He further stated that a number of designs have been considered and that the most recent design was well received. Teachers have met with the architect to provide input into the design.

The preliminary design will then have to be approved by the MSBA, and they will decide what to fund. Following that, the town would have to vote to approve the project and the funding for the building within 120 days. Depending on the timing of MSBA approval, the project would be presented at a special town meeting in February or March or at the annual town meeting in May.

There are several subcommittees of the SBC, including communications, technology, revenue, and others. Mr. Fink stated that there will also be public forums to further explain the details of the building project.

Information/Discussion Items

- A. **District Goals.** Ms. Doyle distributed a draft of the District Goals for this year and discussed the addition of a fifth goal regarding teacher evaluations to the District Goals. She reviewed the goals, and the specific tasks involved for each goal. The 5 goals follow:
- a. Goal 1: Provide a rich curriculum in order to maximize student learning.
 - b. Goal 2: Build a community of respect in a safe and healthy learning environment.
 - c. Goal 3: Integrate technology.
 - d. Goal 4: Meet space needs and manage the resources of the Carlisle Public Schools.
 - e. Goal 5: Develop effective teacher evaluation tools.

Ms. Doyle asked for feedback. Mr. Salemy and Mr. Sykes stated that the goals are excellent. Ms. Wilcox will send out the goals electronically to members. Ms. Doyle will restructure some of the goals to make them more measurable.

- B. **School Committee Goals for the Year.** Members brainstormed possible goals for the 09 - 10 school year. Mr. Fink stated that he would like to examine the possibility of having fewer meetings as suggested by the consultants. Ms. Mehaffey, Ms. Slack, and Ms. Hurley would only come to one meeting each

month. The other meeting would be more of a working session. Mr. Sykes stated that he liked having the administrators at the meeting and also liked having teachers there as well. Ms. Doyle stated that in most systems, principals attend SC meetings as needed. She will come back to the Committee with a recommendation about this after talking with the administrators.

Ms. Doyle stated that she had tried to embed SC goals in the District Goals. Suggestions included supporting the building project, coming up with a balanced budget in a very difficult year, and settling the teachers' contract.

Mr. Salemy listed some of the fiscal factors that will make for a tough budget including the building projects, decreases in state aid, and the economy. His goal would be to bring forward a flat budget for next year through increased efficiency. He does not want to cut a single teaching position to achieve this.

Mr. Sykes stated that he would like to have additional school administration on the SBC. He would like to suggest that there should be a back-up person on the SBC in addition to the superintendent to help with educational goal setting. Mr. Fink stated that this is a town project and the Town Manager and Treasurer should have the responsibility for overseeing the project and all contracts. He stated that Mr. Storrs agreed with this. Mr. Sykes stated that the MSBA sees the superintendent role on the building committee as essential. A goal would be to solidify the structure of the administration with respect to the business manager.

- C. **Business Manager.** Members discussed the necessity for a business manager in terms of the building project, and it was agreed that the project could be covered through the town. Mr. Salemy stated that if the town couldn't handle it, we should hire a part-time business manager.
- D. **Consultant Report Follow-up.** Mr. Salemy stated that he had talked with NESDEC and would like to have them come in to explore restructuring the administration. The cost of this would be well under \$5000. He suggested that they come in as soon as possible to do this. Mr. Sykes stated that the committee should ask the superintendent to do this as it is part of the job of the superintendent. A consultant should not be needed to do this. Mr. Fink disagreed and would like to have consulting help. A vote on this will be taken at the next meeting.
- E. **Regionalization.** Mr. Koski stated that this topic or suggestion should not come from the School Committee. It should come from the town. Mr. Fink added that from a budget perspective it doesn't really make sense.
- F. **Policies for Review.** Ms. Wilcox referenced a list of policies to be reviewed during the year. The list was included in the meeting packet and the policies will

be first reviewed by the school administrative team and then brought to School Committee for further discussion and approval

- G. **Review Tech Items to be Discarded.** A list of obsolete technology items was reviewed prior to disposal of the items. A vote on this will be taken at the next meeting.

Communications/Correspondence

The following items were reviewed:

- Professional status letters to Cheryl Hay, Brad Cranston, Dan Hunt, Kendra Katz, and Sandy Kelly.
- Letter to Susan Pray recognizing her Design and Construction Contracting certification
- Thank you letter to the Nichols Foundation for a \$4000 grant
- Letter from DESE noting the approval of the Carlisle School Technology Plan
- Letter to the Moore family thanking them for their donation of 50 MS Office licenses. Acceptance of this will be voted at the next meeting.

Superintendent's Report

Superintendent Marie Doyle reported on the following:

- Opening days -- staff and students
- Faculty list/new staff members
- Teachers achieving professional status
- Summer curriculum work
- Buildings and grounds summer Work
- New bus routes

Action Items

Mr. Sykes made a motion to suspend the SC policy to vote on items at a meeting subsequent to the discussion. Mr. Fink seconded the motion and all members voted in favor.

Mr. Sykes made a motion to approve the list of tech items to be disposed. Mr. Fink seconded the motion and all members voted infavor.

Mr. Sykes made a motion to accept a \$4000 donation from the Nichols Foundation. Mr. Fink seconded the motion and all members voted in favor.

Mr. Sykes made a motion to approve the formation of the school advisory council for 2008 - 2009. Mr. Fink seconded the motion and all members voted in favor.

Other Business

Ms. Wilcox asked members to sign the warrant.

Citizens' Comments

Alex Krapf of Ice Pond Road suggested delegating some of the SC responsibilities to the School Advisory Council, which was a possibility noted by the consultants.

Mr. Krapf stated that shrinking enrollment might mean that fewer teachers are required, so elimination of some teaching positions might be an important part of the budget process.

Mr. Krapf asked if the school was planning to have students listen to a talk the president is planning to deliver to America's school students. He expressed a concern about having any political speeches in school.

Julia Krapf supported Mr. Krapf's concern about having students hear the president's talk.

Ms. Sorn stated that she thinks the president should address our students.

Ms. Hurley thanked Ms. Wilcox and Ms. Doyle for their work to make the school opening smooth. She particularly noted that the bus routes had gone very well, and Ms. Doyle thanked Ms. Wilcox.

Adjournment

There was no additional business, and **Mr. Fink made a motion to adjourn the meeting and enter executive session to discuss a contract. The meeting would not return to open session. Mr. Salemy seconded the motion, and all members present voted in favor: Mr. Koski, yes; Mr. Salemy, yes; Mr. Sykes, yes; Mr. Fink, yes.**

The public meeting was adjourned at pm.

Respectfully submitted,

Claire M. Wilcox
Assistant to the Superintendent